

**MAYOR AND CITY COUNCIL
CITY OF SEAT PLEASANT
REGULAR WORK SESSION
MONDAY, APRIL 2, 2018
6:00P.M.**

1. OPENING

1.1.1 Call to Order

Council President Yeargin called the meeting to order at 6:19p.m.

1.1.2 Roll Call

Present: Mayor Eugene Grant (Late), Councilmember Charl Jones(Absent), Councilmember Hope Love, Councilmember Lamar Maxwell (Late), Councilmember Shireka McCarthy, Councilmember Kelly Porter, Councilmember Gloria Sistrunk, Councilmember Reveral Yeargin

Staff: Weyimi Ayu, Director of Economic Development, Joanne Coley, Marketing & Communication Specialist, Dashaun N. Lanham, City Clerk, Diamond Plater, Council Clerk, Jeannelle B. Wallace, City Administrator

1.1.3 Invocation and Pledge of Allegiance:

The invocation was given by Mayor Eugene W. Grant

1.1.4. Approval of Agenda

It was motioned by Councilmember Sistrunk and seconded by Councilmember McCarthy to approve the agenda.

2. PRESENTATIONS:

2.1. Proposed FY2018-2019 Budget, Mayor Eugene W. Grant

- Mayor Grant stated that City Treasurer Williams is dedicated and committed to his duties and persevered through a possible illness.
- Mayor Grant stated that Proposed FY2019 Budget is balance that consist of new initiatives that continues with our strategic priorities that was adopted by the City Council in the FY2017-2018 Budget.
- We are growing economically with development in the City. We have a grocery store coming to Seat Pleasant, we are purchasing and renovating the properties in Seat Pleasant. We have contracts with IBM, Infinite Blue, as our Smart City initiatives. This process will take approximately three years, and we will be bringing in sensors to connect to the IOC/CGS. Watson is

actively running on the App, and you can ask any questions as it pertains to Seat Pleasant. This is in it's infancy, and we are still developing the information.

- We have a stronger portfolio, we have over 4 Million dollars in our reserve. We have an excellent relationship with our new bank, they are very helpful to the City Treasurer. The Neighborhood Infrastructure is still developing, we are managing the crime and utilizing the new equipment that the City Council had approved.
- Seat Pleasant was re-born in October 2016, we are still cleaning up from the previous administration, Workforce Training Opportunities, Public Engagement has referred residents to Prince George's County and the Training Source. We are referring residents to College Track funded by Kevin Durant, and we are trying to ensure that Seat Pleasant children are positioned to take advantage.
- Health Awareness, Cultural and Leisure Activities are still being developed, and the Fun and Fitness Park on Seat Pleasant Drive is currently being restored.
- The proposed budget is \$13, 367,826. This is the proposed budget, that will not become final until the Council approves. Mayor Grant stated that there are deductions in the Mayor and City Administrator budget, the other departments are the same. The Public Works Department has requested vehicles, and the Police Department has requested another Administrative person, Public Engagement has two new employees, we had increased the benefits in Human Resources, the Finance Department is the same, we made a few reductions, as we do not have as many people. We are looking at a new software for Human Resources, that is being evaluated. We are redesigning the website to allow the employees to access and manage their benefits. This is the smart direction that the city is going in to make the government more effective and efficient.
- Councilmember McCarthy wanted to know if other Financing Sources can spell out what they are on page 26, can the written form be provided as on page 22.
- Councilmember Sistrunk wanted to know the status of the renovations on the building, and the Mayor will provide the update during his report.
- Council President Yeargin wanted to know the thoughts and ideas that the Council can review and change.
- Mayor Grant explained that the budget is based on the strategic outcomes, Baltimore City and Prince George's County are the only governments that are using Budgeting for Outcomes.

- Mayor Grant stated that it is because of our Strategic Plan that has allowed the firm to write the City's Master Plan, and University of Oklahoma stated that most governments strategic plan isn't as well written as the city's. The intricacies on the BFO's is something we each need to familiarize ourselves.
- The contractor met with each department head to discuss and advise on the BFO's. We had made a mistake in the budget last year, as the we were still writing it in the line item format.
- Councilmember McCarthy stated that she commends the Mayor and staff on the budget. However, the budget that has multiple offers, how is the offer connected to the outcomes?
- Mayor Grant stated that offers are based upon the strategic outcomes. The City Treasurer stated that the Ward Events will be moved into another Offer for the city.
- Mayor requested any e-mails concerning the budget to be submitted to the City Administrator.
- Councilmember Sistrunk would like for the questions and answers be sent to the full council.

2.2. Proposed Legislation

- Mr. Ayu stated that he would like to thank the City Council for approving the Housing Trust and Revolving Loan Fund legislation and we will be purchasing two more houses.
- Mr. Ayu stated that the two-proposed legislation on the agenda for introduction tonight O-18-10 on the agenda as 4.5., Creating and Establishing the Seat Pleasant Investment Corporation is to assist the City with sale of the Subscription of the CGS and the Housing Trust. Section 15-1 defines the investment, we are managing the investment and we are not-for profit corporation, and the city is a government. We will be managing subscriptions, and registering as an S Corporation for a Stock. It is like a LLC, but the shareholders will be taxed.
- Mr. Ayu will be meeting with an investor that wants to invest into the Housing Trust, and the investment corporation will manage. The Board of Directors will be the Mayor, City Administrator, and the Financial Advisor with a report to the City Council for approval.
- The City will be establishing an investment vehicle, and he strongly encourage the approval of the legislation. As the CGS grows and we obtain more customers and investors. The purpose of the meeting with investor is to advise him on how to invest his funds in the Housing Trust.

- Mayor Grant stated that the newly Economic Development Certification he brings to the city a wealth of knowledge that guides the city through the complex transactions.
- Councilmember McCarthy wanted to know if the board will be employees or contractors? Mr. Ayu stated that the Department of Economic Development will be administering the accounting of the corporation, but managed by the Financial Advisor appointed by the Mayor. The City is the shareholder in the S Corporation.
- Councilmember McCarthy wanted to know how the person will be paid? The payee is the other revenue source approved by the City Council.
- Mayor Grant stated that we do not have the skill sets to manage the portfolio, and the transactions are to be managed by the entity. The investors will be funding entity, and we are the City, will be the Stock Holder, Seat Pleasant Investment Corporation Entity (S.P.I.C.E.). The appointment is by the Mayor, but the City Council is considered the Board of Directors for the City, the Board of Directors of the SPICE will provide the report to the City Council.
- Councilmember Sistrunk stated her concern is that the City Council holds the ultimate responsibilities and one member of the Council should be on the Board of Directors. Mayor Grant stated that the City Council is above the Board of Directors. What are the benefits of the City as the shareholder?
- Mr. Ayu stated the City cannot earn from the investments as a non-profit Government. The City will gain from the dividends from the share, as the City does not pay taxes.
- Mayor Grant stated that The City will need to create the SPV.
- Councilmember Sistrunk inquired of the separate bank account for the SPICE? Mr. Ayu stated that the investments will be in a separate account. The City will own 51% of the shares in SPICE and will be selling 49%.
- Mayor Grant stated that as we move forward in the other arena's, we will need to have a corporation manage the investments.
- Mr. Ayu stated that the Seat Pleasant Economic and Community Development Corporation can obtain grants on behalf of the City through the SPECDC. They can manage the donations and establish programs in the city.
- The city signed an MOU with Habitat for Humanity for the renovation of the properties in the city.
- The beautification committee will be established under the SPECDC. In-order to annex we need to have resources and programs to offer to the communities that we would like to incorporate.

- Mr. Ayu stated that we need to create ways for funding sources to the city and these two entities will assist in the process.

3. REPORTS:

3.1. Mayor's Report

- Mayor Grant stated that he has no report, but will entertain any questions.
- Councilmember Sistrunk inquired of the status of the renovation of City Hall and Public Works.
- Mayor Grant stated the review process of the contractor hired by USDA was instructed to proceed with caution due to the negative article by the Washington Post.
- The contractor oversees four states under the Rural Development Grant and other programs. We submit documents and they resubmitted for punctuation or questions that delays the process for 30 to 60 days.
- USDA questioned the Teaming Agreement on the renovation project, and the primary contractor did not have enough bonding and they teamed with another corporation to ensure the required bonded amount by USDA was met.
- Mr. Ayu requested the regulations that USDA states does not permit teaming agreement, which he read in one night to prepare for the meeting. The regulations do not prohibit teaming agreements.
- USDA will be submitting the documents to their attorney for review, and the city will be resubmitting the documents with the primary contractor removing the teaming agreement.
- Mayor Grant stated that the trailers will be delivered on Wednesday, April 4, 2018, and it will take about four to six weeks to construct the swing space.

3.2. City Administrator Report

- Mrs. Wallace stated that the reports from the Department Directors are in BoardDocs.
- The City Annual Seat Pleasant Day will be on Saturday, May 5, 2018. We anticipate that this will be one of the best Seat Pleasant Day. We have a very large parade that will be coordinated by Director Brown with meetings and each person/department has assignments and they report on them.
- We are working on getting flyers distributed in dual language. We are targeting the business and would like for you to inform your residents.
- The City will be honored at MML for the My Seat Pleasant App development, please encourage your residents to use the App.

- We have a grants division, but a lot the grants are supported by the Public Works Department. The Public Works Department is very instrumental in the reporting process with their due diligence and pictures of the incidents.
- The Police Department has purchased the Mobile Spyder unit that is a three-wheel vehicle to get through areas that vehicles cannot get too.
- We had a follow-up conference call with the forensic team and Verizon, which they stated it is price gauging. If the city still had services with Verizon, we would have paid them \$120,000 and we need to provide the Forensic Team with additional documentation.
- We had a presentation for Ward II and Ward V meeting last month, and half of the attendees are using the app. They had approximately forty attendees.
- Mrs. Wallace encouraged the Council to view the Public Engagement report, which provides information on MML.
- Mrs. Wallace encouraged the City Council to attend the Opening Session to see the Mayor receive the Award of Excellence.
- Most of the departments has spent 60-80 percent of the allocated funds budgeted for FY2017-2018 budget.

3.3. City Council Committee Reports

- The City Council did not have reports for the month of March 2018.

4. LEGISLATION

4.1. Resolution R-18-15 Approval of Data Policy Principles for the City of Seat Pleasant was introduced and read by the City Clerk on Monday, April 2, 2018. It was motioned by Councilmember Maxwell and seconded by Councilmember Porter to approve Resolution R-18-15. The motion carried and the Resolution was unanimously approved.

4.2. Resolution R-18-16 Approval of Municipal Collaboration Grant Application and Receipt of Funding was introduced by the City Council and read by the City Clerk on Monday, April 2, 2018. It was motioned by Councilmember Love and seconded by Councilmember Maxwell to approve Resolution R-18-16.

4.3. Ordinance O-18-08 Amendment of Chapter 67-Property Maintenance was introduced by the City Council and read by the City Clerk on Monday, April 2, 2018.

4.4. Ordinance O-18-09 Amendment of Chapter 63-Building Construction was introduced by the City Council and read by the City Clerk on Monday, April 2, 2018.

4.5. Ordinance O-18-10 Enacting a New Chapter 15-Creation and Establishment of the Seat Pleasant Investment Corporation was introduced by the City Council and read by the City Clerk on Monday, April 2, 2018.

4.6. Ordinance O-18-11 Enacting a New Chapter 113- Seat Pleasant Economic and Community Development Corporation was introduced by the City Council and read by the City Clerk on Monday, April 2, 2018.

5. UNFINISHED BUSINESS

5.1. Approval of council Rules and Regulation Handbook

- The City Council requested for the Charter to be sited in areas where the Handbook address the charter.
- The City Council requested for 6.3 Committee Procedures tab (a) to be changed to state that the Chair of Committee will have the agenda prepared.
- The City Council designated the City Administrator as the designee in the absence of the City Clerk.
- The City Council requested for all changes to be made and resubmitted on Monday, April 9, 2018 for review and approval.

6. NEW BUSINESS

6.1. Request for Approval to Bid for an Actuary for Seat Pleasant Pension Plan

- It was motioned by Councilmember Porter and seconded by Councilmember Maxwell to approve for City Administrator to Bid for an Actuary for Seat Pleasant Pension Plan and to pay for cost from City Administrator Contingency Cost Center. The motion carried and was unanimously approved by the City Council.

6.2. Approval of Request of Funding from Prince George's County for Support of Municipal Subscription Services

- The City Council reviewed the letter requesting funding from Prince George's and recommended the following changes:
- The City Council recommended the date be revised to today dates of Monday, April 2, 2018 and to include Prince George's County before the word budget in the second paragraph last sentence.
- The City Council will come into the office to sign the letter collectively on Tuesday, April 3, 2018.

7 ANNOUNCEMENTS

- 7.1. **FY2018-2019 Budget Hearing, Monday, April 9, 2018, Seat Pleasant City Hall-Council Chambers at 6:00pm**
- 7.2. **Constant Yield Hearing, Monday, April 9, 2018, Seat Pleasant City Hall-Council Chambers at 6:30pm**
- 7.3. **Public Session, Monday, April 9, 2018, Seat Pleasant City Hall-Council Chambers at 7:00pm**
- 7.4. **FY2018-2019 Budget Hearing, Saturday, April 14, 2018, Seat Pleasant City Hall-Council Chambers from 10:00am-11:30am**
- 7.5. **FY2018-2019 Budget Review, Saturday, April 14, 2018, Seat Pleasant City Hall-Council Chambers from 12:00pm-5:00pm**
- 7.6. **Ward II & Ward V Monthly Meeting, Monday, April 16, 2018, Seat Pleasant Activity Center, 5720 Addison Rd., Seat Pleasant, MD from 9:30am-11:30am**
- 7.7. **FY2018-2019 Budget Review, Monday, April 23, 2018, Seat Pleasant City Hall-Council Chambers at 6:00pm**
- 7.8. **Annual Seat Pleasant Day, Saturday, May 5, 2018, Parade from Goodwin Park at 11:00am, Activities at Seat Pleasant Elementary School from 12:00pm-6:00pm**
- 7.9. **Regular Work Session, Monday, May 7, 2018, Seat Pleasant City Hall-Council Chambers at 6:00pm**
- 7.10. **Public Session, Monday, May 14, 2018, Seat Pleasant City Hall-Council Chambers at 7:00pm**

ADJOURN-It was motioned by Councilmember Sistrunk and seconded by Councilmember Maxwell to go into a Closed Session under GP §3-305 (b) (8) To consult with staff, consultants, or other individuals about pending or potential litigation. The motion carried and was unanimously approved by the City Council at 9:17p.m.

The City Council reconvened in the Regular Work Session at 10:03p.m.

The meeting was adjourned at 10:04p.m.

Submitted by,



Dashaun N. Lanham, CMC
City Clerk